

### AGENDA FOR THE CITY OF PUBLIC SAFETY COMMIT

Members noticed must notify Committee Chairman Wedekind at least 24 hours before the meeting if they will not be able to attend

**Date and Time:** Monday, April 29, 2019 – 1:00 P.M.

**Location:** City Services Center – 450 Roundhouse Court, Baraboo, WI

Members Noticed: Phil Wedekind, Tom Kolb, Michael Plautz

**Others Noticed:** Administrator E. Geick, Mayor M. Palm, Police Chief M. Schauf, Fire Chief K. Stieve, Attorney E. Truman, T. Pinion, W. Peterson, T. Gilman, Mary

Hultman, Jessica Bergin, and Library.

### 1. <u>Call to Order</u>

- a. Note compliance with the Open Meeting Law.
- b. Roll call.
- c. Approve agenda.
- d. Approve minutes of March 4, 2019 Public Safety Committee meeting.

### 2. New Business

- a. Review and recommendation to close Oak Street, between 2<sup>nd</sup> and 5<sup>th</sup> Streets, and 3<sup>rd</sup> and 4<sup>th</sup> Streets/Avenues, between Broadway and Ash Street for a Special Event "Fair on the Square", on May 11<sup>th</sup> from 6AM to 5 PM, sponsored by Downtown Baraboo Inc.
- b. Consider designating two additional Handicap Parking Stalls on the north side of 4<sup>th</sup> Avenue in front of Baraboo Public Library.
- c. Consider revising Section 7.09(3)(f)(1) of the Traffic Code to convert the westerly four of the existing twelve 8-hour parking stalls on the north side of 4<sup>th</sup> Avenue between Broadway and Birch Street to 30-minute stalls and the remaining eight 8-hours stalls to 2-hour stalls.
- d. Consideration of Asbestos Abatement Proposals for 314 Depot Street.
- e. Update on status of effort to convert existing shared private driveway between Elizabeth and Camp Streets, from 2<sup>nd</sup> Street to 4<sup>th</sup> Street, to a public alley right-of-way and discuss the scope of a future alley reconstruction project.
- f. Review All-Way Stop Control Warrant Analysis for the 5<sup>th</sup> & Oak intersection.
- g. Consideration of a proposed amendment to Section 9.03 of the General Code of Ordinances, Throwing or Shooting of Arrows, Stones and Other Missiles.

- h. Consideration of an Automatic Aid Agreement with Delton Fire Department.
- i. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for March 2019.

### 3. Reports

- a. Utility Superintendent's Report
- b. Street Superintendent's Report
- c. Police Chief's Report
- d. Fire Chief's Report

### 4. Adjournment

Phil Wedekind, Chairperson

Agenda Prepared by Kris Jackson Agenda Posted by Kris Jackson April 26, 2019

PLEASE TAKE NOTICE that any person who has a qualifying disability as defined by the Americans with Disabilities Act, that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Municipal Clerk (101 South Blvd or phone 355-2700) during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

It is possible that members of and possibly a quorum of members of other governmental bodies of the City of Baraboo, who are not members of the above Council, committee, commission, or board, may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, other than the Council, committee, commission, or board identified in the caption of this notice.

FOR INFORMATION ONLY, NOT TO BE PUBLISHED

### MEMORANDUM

Date: April 26, 2019

To: Public Safety Committee

From: Tom Pinion

Re: Background for the April 29 mtg. @ 1:00 pm – City Services Center

**Item A.** Since we have recently updated the Special Event licensing procedure, we felt compelled to share this annual recurring event with you. Technically, the Public Safety Committee has to approve all Special Events that include a street closure. Since this includes 7 blocks of street closures in Downtown Baraboo, it warrants your review. Staff has already reviewed it and has no significant concerns. Since this is a semi-annual event, you can provide a "blanket" approval for future events barring any increase in road closures.

**Item B&C.** The Library Board would like to improve parking for their patrons. They have asked to modify the existing parking restriction and add a couple of handicap parking stalls, all as shown on the exhibit in the Packet. Staff has reviewed the matter and has no concern.

**Item D.** Included in the Packet is a summary of the Asbestos Abatement Proposals that were submitted earlier this week. 314 Depot Street is scheduled for demolition this year asbestos abatement needs to be completed in advance. Staff is recommending approval to award a contract to the low bidder.

**Items E.** Believe it or not, we have obtained signed Quit Claim Deeds from all 17 property owners abutting the existing shared driveway between Elizabeth & Camp Streets, from 2<sup>nd</sup> to 4<sup>th</sup>. All 17 Deeds have been recorded so we are ready to accept it as an alley right-of-way. The existing pavement is in poor condition and certainly warrants repair. This "block" is somewhat of a "bowl" that is susceptible to periodic flooding since there is no storm sewer or other natural drainage way. With the rapid thaw this year, there was standing water in many of the back yards along this driveway that had nowhere to go since the ground was still frozen. We will need to do some preliminary engineering to determine if the area can be served with storm sewer. If so, it would be customary to consider it as a public improvement and assess the corresponding cost to benefitting property owners. Over the course of the last few years, I have attended a couple of neighborhood meetings to talk about the need for a dedicated right-of-way and the possibility of providing storm sewer that would be a special assessment. As you might expect, this idea did not get much support from the residents. I am looking for some direction from the Committee as to how best to proceed.

**Items F.** Included in the Packet is a Memo from MSA summarizing the results of the All-Way Stop Condition Warrant Analysis that was performed last month for the intersection of 5<sup>th</sup> & Oak. It appears the existing condition falls well short of satisfying any of the quantitative warrants.

**Item G.** Included in the Packet is a draft of the proposed revision to Section 9.3 of the Ordinances. The City Attorney and Police Chief can provide additional background information.

**Item H.** This matter was discusses at both the January and April 2018 meetings. The Fire Chief has provided a sample Agreement for your consideration. Please refer to the Fire Chief's Memo for additional background information; he will be at the meeting to address any questions or concerns.

**Item I.** This is the standing agenda item to review and approve monthly utility billing adjustments. The adjustments for March 2019 are included in the packet.

See you Monday at 1:00 PM!

### Minutes of the Public Safety Committee Meeting – March 4, 2019

**Members Present:** Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Tom Pinion, Mayor Palm, Chief M. Schauf, Fire Chief K. Stieve, Wade Peterson, and Tony Gilman.

<u>Call to Order</u> - Committee Chairman Phil Wedekind called the meeting to order at 1:00 P.M. at Baraboo City Service Center. Compliance with the Open Meeting Law was noted. It was moved by Kolb, seconded by Plautz to approve the agenda as posted. Motion carried unanimously. It was moved by Plautz, seconded by Kolb to approve the minutes of the February 4, 2019 meeting. Motion carried unanimously.

### **New Business**

- a. Consideration of Proposed Policy that Prohibits the Use of Excessive Force and the Barring of Entrances/Exits for Non-Violent Civil Rights Demonstration in accordance with the CDBG CLOSE Public Facilities Grant Application program requirements Engineer Pinion presented the background on this matter. He said that one of the requisite conditions of this Grant is the City have a policy on the use of force. He said the Police Department, as part of their WILEAG Accreditation, already have policies related to this, and they have been sent to the DOA, and they indicated that they are good; however, they are missing one piece. The DOA has indicated that the City should adopt their model resolution, there would be no questions asked. Pinion said that Chief Schauf has reviewed the resolution and has no objection. It was moved by Kolb, seconded by Plautz to send on to City Council with a positive recommendation. Motion carried unanimously.
- b. Review and Approve Bids for 2019 Public Works Projects Pinion said this is the annual PW bids solicited. He said that there were seven proposals and it is staff recommendation to award them to the low respective bidders. He said the first six are the same every year, and Proposal 7 if for a Bike Path through the Park Department. Kolb moved to accept the low bid on all seven proposals. Plautz seconded the motion. Motion carried unanimously.
- c. Consideration of Proposals for State Road 136 Median Mowing Pinion said that Top 2 Bottom is the same price as last year, and Sunrise Properties bumped their bid price a little. He said that Top 2 Bottom has done a decent job, and have done it the last three or four years. It was moved by Plautz, seconded by Kolb to accept the low bid for State Road 136 Median Mowing. Motion carried unanimously.
- d. <u>Consideration of Proposals for Noxious Weed and Rank Growth Mowing</u> Pinion said that Sunrise Properties was the only bid received. Kolb moved to accept Sunrise Property Care for Rank Growth Mowing. Plautz seconded. Motion carried unanimously.
- e. <u>Consideration of Proposals for Concrete Grinding</u> Pinion said he receive three bid. He said that Safe Step has historically been the high bidder, Hard Rock Concrete Cutter is new this year, and Asti has been the perennial low bidder on this job, and do a very good job. Plautz moved to accept the low bidder of Asti Sawing for the Concrete Grinding. Kolb seconded the motion. Motion carried unanimously.
- f. Consideration of Proposals for Concrete Leveling Pinion said that this is not an each and every year; however, this year there is some to be done. He said that a defined square footage of what needs to be done was given, so the City was looking for a placeholder. However, the bidder need more definite number so they could do an estimate on actual quantity. Pinion said that there is no action necessary because there were no bids; however, when the final quantity is determined, bids will be solicited and it was come back to the Committee in the future.
- g. Consideration of Proposals for Engineering Design Services for 2019 Street Improvement Projects Pinon said that four proposals were submitted and staff has reviewed them. He said that this is a time and material, not to exceed proposal, and a best estimate on their part based on the scope of services put together. Three of the four people invited did submit proposals, which was summarized in the packet. He said that the City rates companies on a scale of 1 to 3, to get some relative comparison of firm to firm. He said as far as total points, MSA ranks on the top because of some of their historic work in the City with the Stormwater Utility. He said MSA also recognizes the aggressive schedule, and they are willing to put two survey crews to get it done in a more timely and efficient manner. Pinion said that estimates are close, and the hours are there. Pinion said, with the Committee's permission, staff would negotiate a final price with MSA on a time and material, not to exceed contract. He said the he expects for the final number to be below the \$59,000. Kolb asked if the City can justify going with MSA as opposed to the low bidder, Vierbicher. Pinion said that it really isn't a low bid, this was a time and material, not to exceed, give the City their estimated costs, and hours. Wedekind asked if this was just for Washington, and Pinion answered that this is for all three projects, Lake Street, Washington Avenue, and the mill and overlay on

Broadway. Pinion said that he is looking for bid results in May. Kolb moved Wedekind asked questions regarding the Washington Avenue storm sewer. Pinion said that a 60-inch pipe is feeding in to it on the lower end. He said it goes through the big hill and right down to the river. He said that pipe has sufficient capacity; however, upstream is a little hamstrung. He said at the time there are two parallel smaller diameter pipes, and what he is expecting, the City will have the option to replace those with a much larger one within the street profile. He did say one of the challenges may be conflicts with the sewer and water laterals. He said he thinks the better option would be a third pipe, much larger diameter east of the sidewalk on the fairground property. He said this would require an easement from the fairgrounds; however, previous discussion were favorable. He said this would be the most inexpensive construction, because it is in a greenfield, not with curb and gutter. It was moved by Kolb to allow staff to negotiate a contract for engineering design services for the 2019 Street Improvement Projects. Plautz seconded the motion. Motion carried unanimously.

- h. Consideration of Proposals for Engineering Services for Oak Street Booster Station Electrical Upgrade Wade Peterson said request for proposal were sent out to five firms and four responses were received. It was Peterson's recommendation to use Donahue and Associates for the Electrical Upgrade. Peterson said that this fills the red and white tower. It was moved by Kolb to approve the low bidder, Donohue & Associates for Oak Street Booster Station Electrical Upgrade. Plautz seconded the motion. Motion carried unanimously.
- Replacements Peterson said that this crossing is directly south from the old pumphouse. He said that this crossing is a 1930s version, single barrel. He said everything that the City has now on the sewer side in all dual barrel crossings. Kolb asked the purpose of duel versus single. Peterson said that with a single barrel when it begins to back up, there are no options; therefore, it is more for a safety factor. Plautz asked the process of putting in the crossing. Peterson said that the local contractors thinks the ground will be suitable for a directional bore. He said that a Geo-Tech firm will be brought in to do borings to verify that this is the best option. Peterson said that five requests for proposals were sent and two were received, one form MSA and the other being Cedar Corp. He said that there was \$150.00 difference. He said that the most significant difference was that MSA had quite a bit of experience with doing siphons, and river crossings, where Cedar Corp. has some directional bores, but nothing listed for doing a siphon type project. It was moved by Plautz, seconded by Kolb to accept the proposal from MSA for the Mill Race Water Main and Sanitary Sewer River Crossing project. Motion carried unanimously.
- j. Consideration of proposed Application for a 2019 Urban Non-Point Source Planning Grant to update the City's 2007 Water Quality Plan Pinion said two years ago an application was submitted for the same grant program, the demand exceeded the supply of fund; therefore, the City did not get funded. He said the City is a MS4 community, so the four Ss, it is Municipal Separate Storm Sewer System. He said it is communities within the Wisconsin River Basin that have populations greater than 10,000 people, the City is one of 13 MS4 communities in the Wisconsin River Basin. The DNR worked with the EPA to establish total maximum daily limits (TMDL), for phosphorus, in the entire Wisconsin River Water Shed for MS4 communities, and then they allocate what can be done. He said the applications have been submitted to the EPA and are confident they will be approved, but updated the City's Stormwater Quality Plan to address those specific goals to comply with the impending TDMLs, it is budgeted to do that this year. He feels that it is worth throwing the application at them, since there were already 30 done two years ago, the City stands a better chance. He said this would be for planning done in 2020. He said that if this were successful it would save about 40% of the cost of planning, which is approximately an \$80,000 project. It was moved by Plautz, seconded by Kolb to approve the submission of the Application for a 2019 Urban Non-Point Source Planning Grant as presented. Motion carried unanimously.
- k. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for January and February 2019 It was moved by Kolb, seconded by Plautz to approve the monthly Billing Adjustments/Credits for Sewer and Water Customers for January and February, 2019 as presented. Motion carried unanimously.

### **Reports**

a. Utility Superintendent's Report – Peterson said the Department has been busy with water mains breaks. Peterson said that the department keeps good inventory of parts to be able to repair most things. He said that wastewater project is up and running. He met with the DNR last week, and had the finally okay signoff on the loan. He said he should be finalizing the last bills in the next week or so and then will be sending out bills to the outlying communities for their portion of the project. He said that the department will be doing a presentation at Wisconsin Rural Water Conference at the end of this month, and it has also been selected for a presentation in Green Way at the Wastewater Conference in October.

- b. Street Superintendent's Report Gilman said that the department helps the Water Department on a couple of water main breaks. The department has been busy is plowing, and downtown snow removal. He said they are working on corners and storm inlets for two weeks, trying to get everything open and flowable. He said that the pole building is up and ready to be prepped for use. Gilman said that the new refuse truck was suppose to be her last Wednesday; however, it had a recall before it ever got here. Wedekind asked how the salt supply was doing, and Gilman said that roughly 1100 ton per year, and the City allots for 1400 per year. Gilman said that the season was started with 800 tons of sand, and another 500 tons was mixed, with approximately one ton left. Plautz said that he would like to have the older snowplow trucks equipped with a wing to go under the mailboxes. Gilman said that the trucks that do not have a wing at this time would have to be totally refurbished as far as front axle springs, they are not designed for it. Gilman said that the downside to a wing is that they are fixed and basically can only distribute one direction. He said people are misdirected thinking that the blades can be turned at any time. He said that regarding the mailboxes, technically it is the residents responsibility to keep it clear for the post office.
- c. Police Chief's Report Schauf stated he did not have a report for the Committee because they did not have their software yet, and the numbers that would be given to the Committee he could not support. He said the department has been working with alternative side parking and cars being towed. Plautz questioned the snow emergency ordinance. Schauf said that the challenge that is run into is a very significant catch 22, the people are told that there is no way that they can park on the street, but they still have to park. Schauf said that in the 20 years that he has been with the City, the snow emergency ordinance has never been enacted.
- d. Fire Chief's Report Stieve presented the Committee with an article that was published in National Fire Magazine by one of the Fire Department's members. He said that was one member resign, he moved out of the area, which now leaves the Department with 38. He said that the Assistant Chief interviews were completed without anyone to hire. He said that there were 20 applicants, six were interviewed, invited three to a second interview, two of them declined, interviewed one; however, he wasn't the guy. Stieve said that the position will be readvertised. Stieve presented the Committee with information regarding Baraboo/Lake Delton Mutual Aid. Kolb said that he wanted to let Plautz and Wedekind know that he has always been opposed to Auto-Aid; however, sitting down with Stieve for some time, he is moving a little bit on this. He said after talking with Stieve, he spoke with Geick, and he is going to be looking into the potential fiscal impact. He said that 12 kids completed the Fire Academy. He said that eight of them became Certified Firefighter I, a couple of them have to take the written exam over, and a handful that have to retake the Firefighter 2 exam. He said the practical exam was cancelled due to cold weather in January. There is another Firefighter II in April, so hopefully the kids can get in and certified, because the program that they are in, they start college now, and then another part of the program is once they become certified, they can send in their certifications. Kolb asked the timeline for the Assistant Chief position, Stieve stated probably six weeks.
- e. Committee will tour garage and grounds to view the new storage building and 2019 Public Works Department equipment purchases at the City Services Center Pinion said that the Public Works Department was expecting two skid steers, and a new garbage truck; however, only received one skid steer. He said given the temperature and everything, the tour will be held another day.

**ADJOURNMENT** – It was moved by Kolb, seconded by Plautz to adjourn at 1:55 p.m. Motion carried.

Respectfully submitted,

Phil Wedekind, Chairman

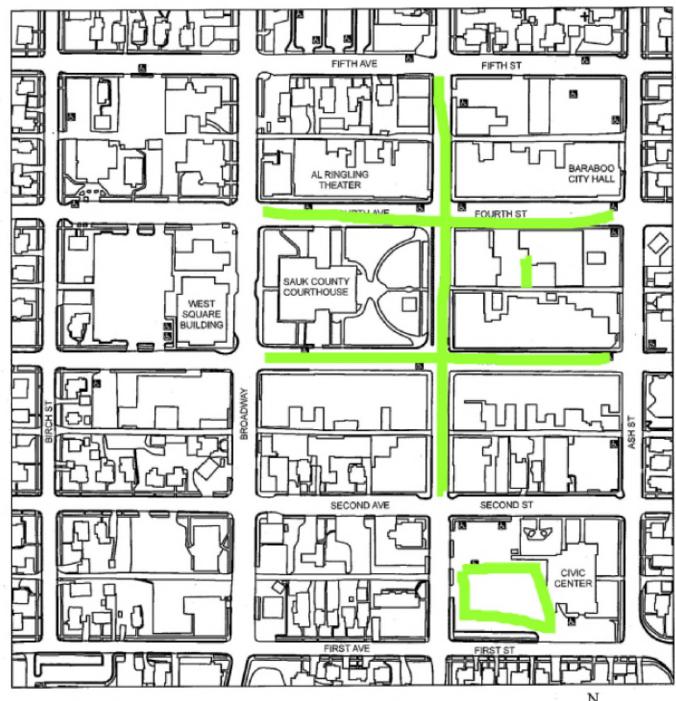
Per Section 12.05 Municipal Code of Baraboo: A "special event" means a temporary gathering of people for a planned occurrence on City property such as, but not limited to, festivals, concerts, demonstrations, rallies, performances, parades and athletic events, which are not within the normal and ordinary use of that place or which, by the nature of the event, may have a greater impact on City services or resources than would have occurred had the event not taken place. A special event may also occur on private property if it will affect, impact or interfere with the normal and ordinary use of City property by the general public within the vicinity of the event and/or will require the use of extraordinary services. A special event may be a single day event or a multiple day event (where the event days and times are consecutive or at a consistent interval).

A DDI ICANT INFORMATION

Information about the person applying for the license					
Name: Address:	Mary Hultman 1737 Crawford Street, Baraboo	Date of Birth:			
Email:	downtownbaraboo@gmail.com	Phone Number: 6083935979			
Name: Address: Email;		ION INFORMATION ization holding the event, if applicable  Phone Number: 6084483490			
If organiz	ation is tax exempt, provide FEIN:				
	Name of Event:  Description of Event:  Description of Event:  Description of Event:  Description of Event:  190 art and craft vendors, 12 food trucks, live entertainment, music stage, face painting, farmers market, kids activities				
	Event time: 9am - 4pm				
Date of E	vent (list each date if a multi-day event):	05-11-19			
Event Star	rt Time: 5:00	Event End Time: 7:00pm			
	cipated Attendance: 5000-8000 ecurity Name: Mary Hultman	Phone Number: 6083935979			
Street nam impaired to 3rd Ave-	nes, intersections and specific blocks inclu from normal use as a result of the event (illu Street and 4th Ave-Street from Broad	ding alleys, parking stalls and sidewalks that will be closed strate on attached map): dway to Ash, Oak Street from 2nd to 5th Street, ng, *** 5pm Friday West side of 500 block of Oak			
	pes of Activities Being Planned (NOTE: so	me activities may require additional licenses):  te Z Market (flea, farmers, etc.) Z Food Vendors			

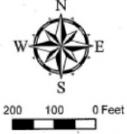
Non-Food Vendors □ Parade □ Protest □ Rally \_ Speeches □ Unamplified Music □ Walk/Run/Bicycle, etc.

### DOWNTOWN BARABOO MAP

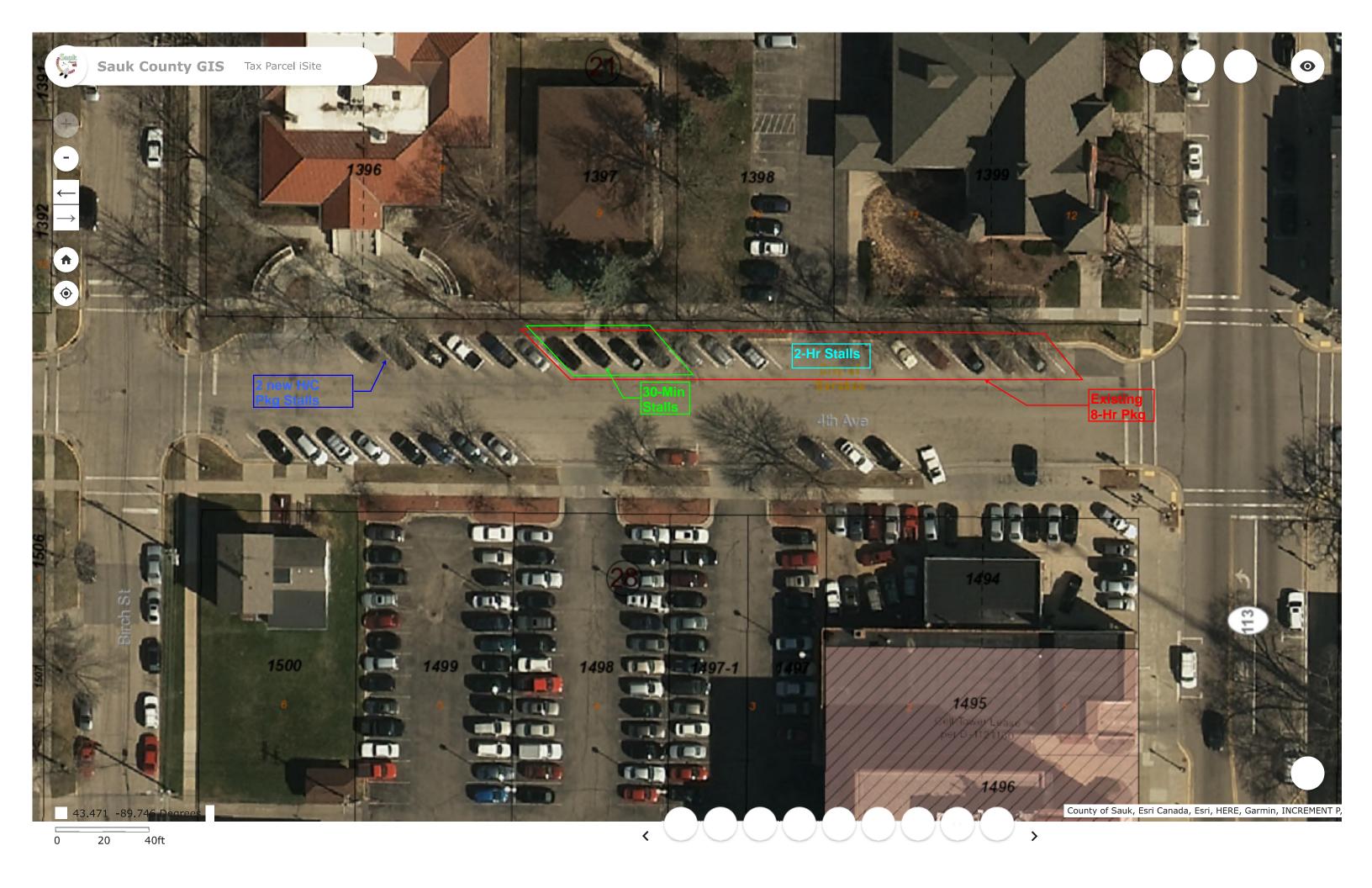


HANDICAP PARKING

RESERVED FOR FARMERS MARKET APRIL 15 - OCTOBER 31



6-15-16



# CITY OF BARABOO ASBESTOS ABATEMENT @ 314 DEPOT STREET Proposal Summary

April 25, 2019

\$25,835.00	LS	1	Robinson Brothers Environmental, Inc
\$10,885.00	LS	1	Dirty Ducts Cleaning Environmental & Insulation, Inc
TOTAL PRICE	UNIT OF	APPROX UNIT OF QTY ITEM	BIDDER



**To:** Tom Pinion, PE

From: Chad Wagner, PE

**Subject:** All-Way Stop Control Warrant Analysis – 5<sup>th</sup> & Oak Street

**Date:** April 25, 2019

At the request of the City of Baraboo, MSA Professional Services completed an All-Way Stop Control (AWSC) Warrant analysis for the intersection of 5<sup>th</sup> Street & Oak Street in the City of Baraboo. As part of this study, the 5<sup>th</sup> Street is considered the major road, or mainline, and Oak Street is considered the minor roadway.

### Data Collection

Existing traffic volume turning movement counts were collected by MSA on Tuesday, March 19, 2019 for a 12-hour period from 6AM to 6PM. Weather conditions consisted of above average temperatures with sun to partly cloudy skies. The AM and PM Peak Hours for the day occurred from 7:15AM to 8:15AM and 3:15PM to 4:15PM. The 2019 raw count data is provided in **Attachment 1**.

### **Warrant Analysis**

The Manual on Uniform Traffic Control Devices (MUTCD) provides criteria that should be considered for an all-way stop sign installation. The three primary criteria is quantitative and includes:

- 1. As an interim option when a traffic signal is warranted (warrant not met)
- 2. Five or more reported crashes in a 12-month period that could be corrected by all-way stop
- 3. Minimum traffic volumes on the major and minor approaches

### Crash Data

Crash data was obtained from both the City of Baraboo Police Department and the Wisconsin Traffic Operations and Safety Lab (TOPS). A review of traffic volumes and crash history provided return two crashes since 2013 that are susceptible to correction with an all-way stop. It should be noted the TOPS lab returned no reported crashes at the intersection in the past five years. See **Attachment 2**, Crash Data.

### Traffic volumes

The MUTCD states that minimum traffic volumes for both directions of the mainline (5<sup>th</sup> Street) should be at least 300 vehicles for any eight hours and the combined volumes of vehicles,

pedestrian and bicycles on the minor approach should equal at least 200 units during the same eight hours. Only two hours topped 100 vehicles on 5<sup>th</sup> Street during the 12-recorded hours. Including pedestrian and bicycles, the minor approach had only four hours which exceeded 100 units.

The low overall volume and lack of documented crash history means that the primary criteria for converting to an all-way stop control intersection is not met. See **Attachment 3** for a copy of the All-Way Stop Control Warrant.

### **Additional Considerations**

In addition to the quantitative criteria that *should* be considered in the MUTCD, both the MUTCD and the Wisconsin Department of Transportation's Traffic Engineering, Operations and Safety (TEOpS) Manual lists some qualitative and quantitative criteria that may be considered. It should be noted that this criteria is generally considered additional supporting considerations when minimum traffic volumes or crash thresholds are met and are not commonly used as a standalone justification when the primary considerations are not met.

### The MUTCD lists:

- 1. The need to control left-turn conflicts
- 2. The need to control vehicle/pedestrian conflicts
- 3. Sight distance concerns that make the intersection difficult to navigate
- 4. Whether both intersecting streets are of similar design and an all-way stop would improve operations.

Based on community feedback, items 1 and 2 could potentially see benefits from an all-way stop conversion. A review of traffic operations using Synchro 10 software show the existing two-way stop control and an all-way stop control show acceptable operations with LOS A both in the existing two-way stop control condition and with all-way stop. All-way stop is expected to improve operations by two seconds on Oak Street while adding seven seconds of delay to 5<sup>th</sup> Street, see **Attachment 4** for the raw synchro outputs. Based on the minimal operational impacts, item 4 could also be considered met.

The WisDOT TEOpS Manual mentions those same criteria as well as:

1. A comparison of Average Daily Traffic (ADT) between the two intersecting roadways. The manual states it is highly desirable for the intersecting roadways to have balanced ADTs on at least 3 of 4 approaches. Also that the volume of at least one of the minor approaches is not less than 70% of the higher volume of the major roadway.

A review of WisDOTs TCMap traffic count map shows the most recent ADT counts were collected in 2011 and show 5<sup>th</sup> Street to have an ADT of 1,200 vehicles and Oak Street with an ADT of 680 vehicles. These volumes are well below the 70% comparison volume. However, the turning movement counts collected in March, while not true ADT, show the northbound (512 vehicles) and eastbound (590 vehicles) approaches

are 87% of each other. This represents the 12 busiest hours of the day and could reasonably be assumed the current intersecting ADT is much closer than it was in 2011.

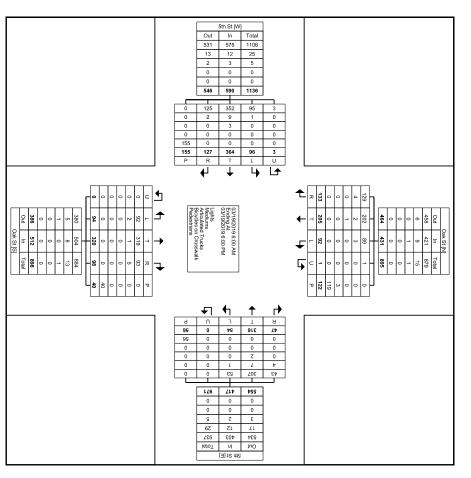
### **Conclusions**

As mentioned previously, All-Way Stop Control is generally installed on intersections that meet at least one of the three primary criteria listed under the Warrant Analysis section above. A review of the 5<sup>th</sup> Street & Oak Street intersection shows that use as an interim solution for a warranted traffic signal is not met, correctable crashes are less than half of the warranted minimum number and minimum traffic volumes are less than half of the minimum required volumes for nearly all collected hours. With that being said, a discussion could be had regarding the potential that some of the supplemental considerations may be either qualitatively or quantitatively met.

However, it's important to point out that warrants are created to meet driver expectation by making installations follow a uniform set of criteria. The MUTCD states, "Safety concerns associated with multiway stops include pedestrians, bicyclists, and all road users expecting other road users to stop." Unwarranted installations can lead to lack of compliance and unexpected consequences.

At this time, it is recommended that the City continue to monitor the intersection with the understanding that while traffic volumes are unlikely to be met, if concerns increase and supplemental considerations are justified, an all-way stop could be considered.





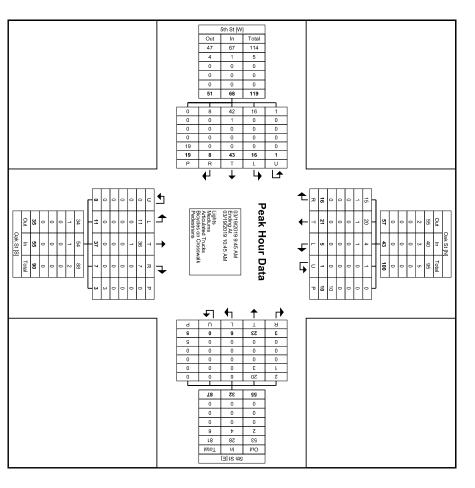
**Turning Movement Data Plot** 

Count Name: 5th St & Oak St Site Code: Start Date: 03/19/2019 Page No: 3



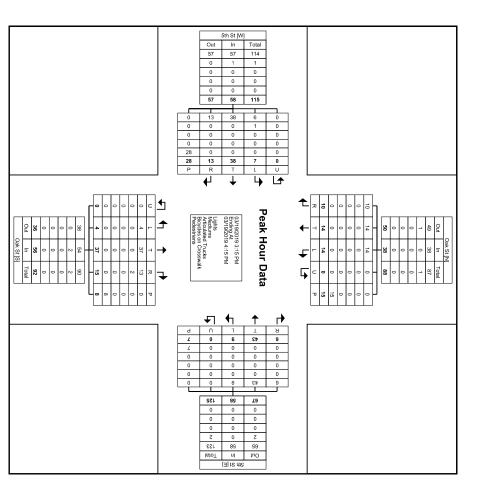
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Count Name: 5th St & Oak St Site Code: Start Date: 03/19/2019 Page No: 5



Turning Movement Peak Hour Data Plot (9:45 AM)





Turning Movement Peak Hour Data Plot (3:15 PM)

Count Name: 5th St & Oak St Site Code: Start Date: 03/19/2019 Page No: 7

### Attachment 2: Crash Data

Date	Incident Description
1/31/2013	Hit & Run (Opposite); parked car sideswiped on Oak, 100' north of 5th.
2/5/2015	T-Bone; westbound vehicle on 5th was struck by northbound vehicle on Oak
	pulling out from Stop Sign.
7/13/2015	Hit & Run (Same); parked car backed into on Oak, north of 5th.
7/18/2015	Rear to rear; southbound vehicle stopped at Stop Sign backed into by car turning
	around in driveway on west side of Oak, north of 5th.
11/1/2016	T-Bone; westbound vehicle on 5th was struck by northbound vehicle on Oak
	pulling out from Stop Sign.
6/21/2017	Rear to front; southbound vehicle on Oak was backed into by car backing out of
	driveway on west side of Oak, north of 5th.
11/22/2017	Rear to front; southbound vehicle on Oak was backed into by car backing out of
	alley on west side of Oak, north of 5th.
10/13/2018	Front to rear; west bound vehicle on 5th was crossing Broadway when eastbound

Suseptible to correction with AWSC

### **ASWC Warrant Criteria**

MUTCD No WisDOT Yes 1, 5

MUTCD Met? Criteria

No No

A. Is a signal justified?

B. # of crashes in a 12 month period that can be corrected by multi-way stop control:

1

1

No

C. Minimum Volumes No

- 1. Major road approach volume (total of both) at least 300 vph for min 8 hours?
- 2. Combined ped, bike, and veh volume on minor approach (total of both) at least 200 units per hour for the same 8 hours as criteria C-1?

3. If the 85th percentile speed on the major road exceeds 40 mph, may use 70% of the values in C-1 and C-2

	or street of	tn percenti											
Time	From	То	Major Road:		C-1	C-1	C-1	C-1	C-1	C-2	C-2 Both	D (80%)	Both
Period			Both App.	Both App. (VPH)			Met?		,	Met?			
1	6:00	7:00	26	33	No	No	No	No	No	No			
2	7:00	8:00	93	76	No	No	No	No	No	No			
3	8:00	9:00	83	78	No	No	No	No	No	No			
4	9:00	10:00	96	88	No	No	No	No	No	No			
5	10:00	11:00	104	98	No	No	No	No	No	No			
6	11:00	12:00	81	103	No	No	No	No	No	No			
7	12:00	13:00	91	121	No	No	No	No	No	No			
8	13:00	14:00	78	98	No	No	No	No	No	No			
9	14:00	15:00	70	98	No	No	No	No	No	No			
10	15:00	16:00	111	113	No	No	No	No	No	No			
11	16:00	17:00	90	119	No	No	No	No	No	No			
12	17:00	18:00	84	77	No	No	No	No	No	No			
13	18:00	19:00											
14	19:00	20:00											
15	20:00	21:00											
16	21:00	22:00											

D. Use when previous criteria have not been met:

If 80% minimum values of Criteria B, C-1, and C-2 (C-3 excluded) are satisfied, warrant is met.

### WisDOT

Met? Criteria

Yes 1 Functional Highway Classification

Approach	Classification
1: (SB)	Local Road
2: (WB)	Local Road
3: (NB)	Local Road
4: (EB)	Local Road

No 2 Average Daily Traffic

Approach	AADT
Minor 1	680
Minor 2	680
Major 1	1200
Maior 2	1200

### 3 Crash History

# of crashes in a 12 month period that can be corrected by multi-way stop control: Expected to significantly reduce the overall severity of future crashes?

4 Alternatives

Refer to TGM 13-26-5 Section D.

Yes 5 Mobility Impact

Will the high-volume "through" street experience significant delays for the benefit of reducing delays for a low-volume side street?

6 Right Turn Inclusion

Refer to WisDOT TSDM 2-3-2

No

### NBO-The City of Baraboo, Wisconsin

**Background:** The City's Municipal Code prohibits the throwing or shooting of arrows, stones, snowballs and other missiles and projectiles at, in or onto any building, street, sidewalk, alley, highway, park, playground or other public place within the City. The current exceptions are limited, and it is therefore recommended that the Chief of Police or designee also have the ability to grant exceptions on a case-by-case basis.

The impetus for the recommendation is the desire of the Baraboo Public Library to host an event where a professional will demonstrate the use of model rockets as a hands-on learning activity at a City park. Under our current ordinance this activity would be prohibited, despite the educational nature of the event and the Chief of Police being comfortable with the activity taking place.

Fiscal Note: (check one) [x] Not Required [] Budgeted Expenditure [] Not Budgeted Comments:

THE COMMON COUNCIL OF THE CITY OF BARABOO, WISCONSIN, DO ORDAIN AS FOLLOWS:

1. Section 9.03 of the City of Baraboo Municipal Code is amended as follows:

### 9.03 THROWING OR SHOOTING OF ARROWS, STONES AND OTHER MISSILES. (2434 09/22/15)

- (1) PROHIBITED. No person shall throw or shoot any object, arrow, stone, snowball or other missile or projectile, by hand or by any other means, at any person or at, in or into any building, street, sidewalk, alley, highway, park, playground or other public place within the City.
- (2) EXCEPTIONS.
  - (a) This section shall not apply to archery ranges in City parks which are authorized and supervised by the Park and Recreation Commission.
  - (b) This section shall not apply or while hunting with a State of Wisconsin issued hunting license. However, while hunting with a bow or crossbow, no person shall hunt within 100 yards from a building located on another person's land, unless that person who owns the land on which the building is located allows the hunter to hunt within the specified distance. Further, all persons hunting with a bow or crossbow shall discharge the arrow or bolt from the respective weapon toward the ground.
  - (c) This section shall not apply to any state or federally permitted activities.
- (d) The Chief of Police or designee shall be authorized to grant exceptions to this section, in the sole discretion of the Chief of Police or designee, when said exception is requested no less than three (3) business days prior to the date the activity will take place. By receiving an exception to this section, the person(s) receiving the exception agree to indemnify, defend and hold the City harmless for any acts and/or omission of the indemnifying party and its officers, employees, agents, participants, partners, affiliates, representatives and

	volunteers, as applicable, as it n	nay relate to	activity that will	be performed as the
	result of the exception.	J	j	ı
•			11 1 0	

of Baraboo on the day of ne	, 20, and is recorded on page _
<u>.                                </u>	City Clerk:

### AGREEMENT FOR AUTOMATIC ASSISTANCE CITY OF BARABOO FIRE DEPARTMENT AND DELTON FIRE DEPARTMENT

THIS AGREEMENT FOR AUTOMATIC ASSISTANCE ("Agreement") is entered by and between the City of Baraboo, with a mailing address of 101 South Blvd., Baraboo, WI 53913, and the Delton Fire Department, with a mailing address of 45 Miller Drive, Baraboo, WI 53913, both of which are Wisconsin municipal corporations, and each acting herein through their duly authorized officials. The City of Baraboo and the Delton Fire Department may hereafter referred to as collectively as "the Parties" or singularly as a "Party."

### WITNESSETH:

WHEREAS the Parties desire to secure for each entity the benefits of assistance in the protection of life and property from fire;

NOW, THEREFORE, for the mutual consideration contained herein, it is agreed by the Parties as follows:

- 1. In consideration for each Party's automatic assistance to the other upon the occurrence of a reported structure fire in any portion of the designated area where this Agreement is in effect, a predetermined number of firefighting equipment or personnel of both Parties shall be dispatched to such point where the structure fire exists in order to assist in the protection of life and property subject to the conditions hereinafter stated. For the purpose of this Agreement, "emergency condition" shall include any condition requiring fire protection. This Agreement shall be in effect for a term of one year from the date of full execution and shall automatically renew for successive one year terms, with the Parties agreeing to review this agreement a minimum of once every three years to ensure the Agreement continues to meet the needs of the parties and is legally sufficient.
- 2. Details as to amounts and types of assistance to be dispatched, methods of dispatching and communications, training programs and procedures and areas to be assisted have been developed by the Chief of the City of Baraboo Fire Department and the Chief of the Delton Fire Department. These details are stipulated in a Memorandum of Understanding for Automatic Assistance signed by the Chiefs of both departments which is hereby incorporated by reference as attached document Exhibit A. By authority granted to the Fire Chiefs by their authorized officials under this Agreement, the said Memorandum of Understanding may be revised or amended at any time by mutual written agreement of the Fire Chiefs as conditions may warrant. However, as to any mutual assistance between the Parties arising out of the occurrence of an emergency condition and/or hazardous situations in the areas described in the Memorandum of Understanding, the conditions and obligations of this Agreement shall take precedence over the conditions and obligations of said Memorandum of Understanding.
- 3. Any dispatch of equipment and personnel pursuant to this Agreement shall be sent, unless such amount of assistance is unavailable due to conditions and/or situations outside the control of the responding Fire Department at the time of need for assistance under this Agreement. The aid rendered shall be to the extent of available personnel and equipment not required for adequate protection of the territorial limits of the responding department. The judgment of the Fire Chief or the Fire Chief's designee shall be final as to the personnel and

- equipment available to render aid. The responding department shall at all times have the right to withdraw any and all aid upon the order of its Fire Chief or the Fire Chief's designee, provided that the withdrawing department notifies the Officer in charge of the scene, to the extent reasonably possible, of the withdrawal of such aid and the extent of the withdrawal.
- 4. Each Party to this Agreement waives all claims against the other party for compensation for any loss, damage, personal injury, or death occurring as a consequence of the performance of this Agreement. However, this waiver shall not apply to those cases in which the claim results from the willful or reckless misconduct or negligence by a Party hereto or its personnel.
- 5. Neither Party shall be reimbursed by the other for costs incurred pursuant to this Agreement. Personnel who are assigned, designated or ordered by their Fire Chief or the Fire Chief's designee to perform duties, pursuant to this Agreement, shall receive the same salary, pension, and all other compensation and rights for the performance of such duties, including injury or death benefits, and Worker's Compensation benefits, as though the service had been rendered for the entity where he or she is regularly employed. Moreover, all medical expenses; wage and disability payments; pension payments; damage to equipment and clothing; and expenses of travel, food, and lodging shall be paid by the entity in which the employee in question is regularly employed. Any expenses or costs which are recoverable from a third party and/or the responsible party shall be equitably distributed between the two fire departments. Nothing herein shall operate to bar any recovery of funds from any state or federal agency under any existing state and federal laws.
- 6. It is understood by the Parties that when a fire department responds to another fire department by dispatching equipment and/or personnel under this Agreement, such aid is not intended to create any employer-employee relationship between the Parties. Rather, the intent is to secure for themselves and the citizens of their respective communities the advantages of mutual aid under the terms of this Agreement. All equipment of the individual respective fire departments shall remain the possession of the individual respective fire department under this Agreement; and all personnel acting for the individual respective fire department under this Agreement shall remain personnel of their individual respective fire department where they are regularly employed.
- 7. At all times while equipment and personnel of either Party's fire department are traveling to, from, or within the geographical limits of the other party in accordance with the terms of this Agreement, such personnel and equipment shall be deemed to be employed or used, as the case may be, in the full line and cause of duty of the Party which regularly employs such personnel and equipment. Further, such equipment and personnel shall be deemed to be engaged in a governmental function of its governmental entity.
- 8. In the event that any individual performing duties subject to this Agreement shall be named as a defendant party to any state or federal civil lawsuit, arising out of his or her official acts while performing duties pursuant to the terms of this Agreement, such individual shall be entitled to the same benefits that he or she would be entitled to receive had such civil action arisen out of an official act within the scope of his or her duties as a member of the department where regularly employed and within the jurisdiction of the governmental entity where regularly employed. The benefits described in this paragraph shall be supplied by the party where the individual is regularly employed. However, in situations where a Party may

- be liable, in whole or in part, for the payment of damages then the non-liable Party may intervene naming the liable party in such action to protect its interests.
- 9. It is agreed by and between the Parties hereto that any Party hereto shall have the right to terminate this Agreement without cause upon ninety (90) calendar days written notice to the other Party hereto.
- 10. The Parties hereto shall procure and maintain, at their sole cost and expense, insurance coverage, including comprehensive liability, personal injury, property damage, auto liability, worker's compensation with minimum limits of \$1,000,000 combined single limit general liability and professional liability insurance. No Party shall have any obligation to provide or extend insurance coverage to any other Party hereto or its personnel.
- 11. Rendering assistance shall not be mandatory and the responding fire department may refuse assistance if local conditions prohibit a response, as determined by the responding fire department. No liability of any kind or nature shall be attributed to or be assumed, whether expressly or implied, by a Party hereto, its duly authorized agents and personnel, for failure or refusal to render assistance. Nor shall there be any liability of a party for withdrawal of aid once provided pursuant to the terms of this Agreement.
- 12. Each party agrees that if legal action is brought under this Agreement, exclusive venue shall lie in Sauk County, Wisconsin
- 14. In case one or more of the provisions contained in this Agreement shall be for any reason held to be invalid, illegal, or unenforceable in any respect by a court of competent jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as is such invalid, illegal, or unenforceable provision had never been contained herein.
- 15. This Agreement may not be modified or assigned without the prior written consent of the Parties hereto.
- 16. All notices hereunder shall be in writing and shall be personally, by registered mail or certified mail return receipt requested delivered to the parties at such addresses as may be designated from time to time by the respective fire department.
- 17. Effective date of this Agreement shall be as of the date of final execution hereto.

EXECUTED by the City of Baraboo and the Delton Fire Department, each respective governmental entity acting by and through its duly authorized officials on the date herein below specified.

(SIGNATURE PAGE TO FOLLOW)

### **DELTON FIRE DEPARTMENT**

Signature:	_ Date:
Print:	
Title:	-
Signature:	Date:
Print:	
Title:	OF BARABOO
By:	Date:
Mike Palm, Mayor	
By:	Date:
Brenda Zeman, City Clerk  Approved as to Form:	
Emily Truman, City Attorney	

### MEMORANDUM OF UNDERSTANDING FOR AUTOMATIC ASSISTANCE BETWEEN THE CITY OF BARABOO FIRE DEPARTMENT AND THE DELTON FIRE DEPARTMENT

This Memorandum of Understanding ("MOU") is authorized by the City of Baraboo and the Delton Fire Department. The purpose of this MOU is to outline the procedures for implementing an Automatic Assistance response between the City of Baraboo Fire Department, hereinafter referred to as "City of Baraboo" and the Lake Delton Fire Department, hereinafter referred to as "Delton Fire." The City of Baraboo and Delton Fire may also be referred to herein as a "Department." This Memorandum of Understanding is a supplement to the Agreement for Automatic Assistance. In the event this MOU conflicts with the Agreement for Automatic Assistance, the Agreement for Automatic Assistance shall be controlling.

### **Terms**

The terms and conditions of this MOU shall run simultaneous with the terms and conditions of the Agreement for Automatic Assistance, and shall terminate automatically upon the termination of the Agreement for Automatic Assistance.

### **Amount and Time of Assistance**

This MOU is for the exchange of fire service. Fire apparatus will respond to all reported structure fires as soon as notified by the joint dispatch center, except as otherwise provided herein, or by the terms of the Agreement for Automatic Assistance.

The "structure fire" definition for this document is a report of fire or smoke affecting a building.

### **Response Areas and Apparatus Provisions**

The geographical areas served by this Memorandum of Understanding are as follows:

The Delton Fire Department will provide the following apparatus to Baraboo Fire Department for structure fire response:

One Tender for all non-hydrant areas of the Baraboo Fire Protection Service Area (Towns of Baraboo, Fairfield, Greenfield and part of Sumpter)
One Engine for the City of Baraboo and Village of West Baraboo
araboo Fire Department will provide the following apparatus to Delton Fire Department for re-fire response:
One Tender for all non-hydrant areas of the Delton Fire Protection Service Area (Towns of Delton and Dellona)
One Engine for the Village of Lake Delton
One Engine Ho-Chunk Casino & Convention Center
One Engine for the Baraboo-Wisconsin Dells Regional Airport

Minimum personnel staffing for Engines shall be four (4) personnel and for Tenders one (1). Minimum training standards shall be Entry Level Firefighter for all personnel responding and ICS knowledge for Chiefs responding.

### Limitations

If the agreed upon response from either Department is not available or is temporarily depleted, the assisting department need not respond. However, if a fill-in company is in quarters at a fire station that is part of this Agreement, that company will respond. If the response is not available, the other party will be notified immediately.

### **Training**

Joint annual training between the City of Baraboo and Delton Fire shall be conducted in a manner that will be beneficial to maintain coordination in firefighting procedures and operations between the two Departments. This training will be coordinated by the respective Fire Chiefs.

### **Communications**

Communications for both Departments will be via the Sauk County Communication Center for the initial dispatch of incidents. Information will be inputted into Computer Aided Dispatch System in Communications Center for area covered by agreement. Both Departments shall be activated simultaneously upon receipt of the call for defined structure fire.

Communications procedures shall be consistent with those adopted by the Sauk County Fire Chiefs Association and documents will be provided at the initial training session and updated as needed thereafter. Maintenance and replacement of radios will be the responsibility of the Department that owns the radios.

### **Dispatch to Alarms**

Upon receipt of a fire alarm in any of the designated response areas, the respective Department is dispatched to location. The first arriving-officer on scene of a working fire shall notify the Sauk County Communications Center to send the appropriate agency for Working Still (automatic aid department) to the scene as soon as a working fire is confirmed.

### **Incident Command**

The highest ranking officer from the first arriving company will establish command of the incident until relieved by the appropriate authority. The Department of the jurisdiction in which the incident occurs shall, upon arrival at the scene, communicate with the initial Incident Commander for a situational update and then assume command of the incident thereafter.

### **Fire Incident Reporting**

Each Department will be responsible for obtaining needed information to complete fire service reports for incidents within their respective jurisdictions. Units assisting in the incident shall cooperate with the agency in charge to provide any necessary information. Fire investigations are the responsibility of the respective jurisdictions and responding agencies will cooperate in the investigation.

### Revisions

This MOU may be revised or amended at any time by mutual agreement of the Fire Chief of the City of Baraboo and the Fire Chief of Lake Delton Fire Department as authorized, under the Agreement for Automatic Assistance, by their respective governing bodies.

By: _		Date:
·	Kevin G. Stieve Fire Chief – City of Baraboo Fire Department	
By: _		Date:
	Darren Jorgenson Fire Chief – Lake Delton Fire Department	

City of Baraboo Water and Sewer Utilities	Transaction Register - Billing Adjustments Dates: 03/01/2019 - 03/31/2019				М	Page: 1 Mar 27, 2019 11:34AN		
Report Criteria:			Dates, USA	51/2019 - 03/31/2019				
Selected types: Billing Adjustment								
Billing Adjustment		<del>y</del> .,						
03/22/2019								
Name	Customer Number		Туре	Description	Amount	Service		
HIGH, LUON	67-003000-00	Billing Adjustment		PIPES BURST	-1,025,94	Multiple		
Total 03/22/2019:					-1,025.94			
03/25/2019					,			
Name	Customer Number		Туре	Description	Amount	Service		
CITY OF BARABOO - CITY SERVICES C	64-094000-00	Billing Adjustment		WA CREDIT BULK FILL 1ST QTR 5,700 @	140 -7.98	WATER - 10		
ITY OF BARABOO - CITY SERVICES C	64-094000-00	Billing Adjustment		SE CRDIT BULK FILL 1ST QTR 5,700 @ .4	22,91	SEWER - 30		
IARQUARDT, JOHN	78-073000-00	Billing Adjustment		TOILET REPAIR	-17.05	Multiple		
Total 03/25/2019:					-47.94			
03/27/2019								
Name	Customer Number		Туре	Description	Amount	Service		
IRCUS CITY SPORTSMAN	77-139000-00	Billing Adjustment		1ST QTR RUN FOR FREEZE	-2.36	WATER - 10		
MPEREUR, LISA		Billing Adjustment		1ST QTR RUN FOR FREEZE	-73.93	WATER - 10		
TEVENS, FRANK	77-138000-00	Billing Adjustment		1ST QTR RUN FOR FREEZE	-33.78	WATER - 10		
Total 03/27/2019:					-110.07			
Total Billing Adjustment:					-1,183,95			
Grand Totals:					-1,183.95			

Selected types: Billing Adjustment

### Office of Utility Superintendent 450 Roundhouse Ct, Baraboo, WI 53913



Phone: (608) 355-2740 Fax: (608) 356-0518

E-Mail: wpeterson@cityofbaraboo.com

To: Public Safety Committee

From: Utility Superintendent

Re: April 2019 Agenda

### **Old Business:**

None

### **New Business:**

None

### **Reports:**

Biosolids Project – Finalized the last draw on the Clean Water Fund loan. Will be sending out invoices to the outlaying customers (West Baraboo, Sanitary District, & Devil's Lake) for their portion of the project. It is spelled out in our agreements with them on how the capital projects are divided up. After the landscaping is finished up, we will schedule a plant open house. Eugene gave a presentation about our project at the annual Rural Water Conference in La Crosse.

Sewer Utility – The crew is in full swing with cleaning the sewer mains. The new Jet Vac is doing well, there are a few small issues that we are working out with the manufacture. We did have two sewer backup in the last few weeks. Both of these lines were on the schedule for cleaning this year.

Water Utility – The dead-end fire hydrants are flushed. The crew will start valve exercising and hydrant maintenance soon. The hydrant painting crew will be in town soon, we are painting roughly 150 hydrants. The lead service program is getting active for this season. Rob Klein received a life time achievement award at the annual Rural Water Conference in La Crosse.

Utility Audits – The auditors were here in early April. All went well. Jan and Wendy did a great job getting everything ready. The audit team commented on how nice it is to come here because everything is well prepared.

# **Spring 2019 Wisconsin Surplus Auction**

•		
	\$ 183,289.00	TOTAL
	\$ 4,351.00	2003 John Deere 1200A Bunker Rake
	\$ 2,852.00	2002 Big O's Trailer
	\$ 157,500.00	2007 Sterling LT9513 Jet Vac
	\$ 6,725.00	2008 Kubota F2880 60" Front Mower
	\$ 5.00	Polyblend Mixer
	\$ 5.00	Slate Countertop
	\$ 70.00	Modine Heater
	\$ 659.00	Modine Furnace
	\$ 126.00	Blower Motor
	\$ 15.00	Centrigugal Pump
	\$ 535.00	Hopper w/Auger
	\$ 195.00	Power Washer
	\$ 10,251.00	1999 Sterling L8501 Refuse Truck
ACCT #	PURCHASE	ITEM

Water Utility	Parks	Wastewater	Streets	Sewer/Storm Split	
₩	↔	↔	₩	↔	
6,725.00	7,203.00	1,610.00	10,251.00	157,500.00	Totals

TOTAL \$

183,289.00



### City of Baraboo

### Department of Public Works



### March 2019



TASK	DESCRIPTION	DATE
Curbside Trash Service	We provide curbside trash pickup to the residents weekly.	Daily
Curbside Recycling Service	We provide curbside recycling pickup to the residents every other week.	Bi-weekly
Signs and Lights	We perform maintenance/repairs on signage, traffic lights, and street lights. We also provide signage and detours on work performed in house.	Daily
Street Sweeping	We have created a sweeper schedule that follows the garbage and recycling routes. (Downtown area will be Friday morning's)	20,21,22,25,26, 27,28,29
Vehicle Repair and Maint.	We perform repairs and routine maintenance on our equipment and assist other departments as needed.	Daily
Facility or Equipment Cleaning	We clean our equipment and facility as time permits.	5,13,14
Patching	We patch streets, alleyways, and parking lots as needed and when weather permits.	1,7,8,12,13,14,15, 18,19,20,21,22,25, 26,27,28,29
Clean Corners	We remove snow from corners for visibility reasons and to allow snowmelt to access catch basins.	1,4,5,6,7,8,11,12, 13,14
Scrape Streets	We used the road grader to scrape the ice from streets and alleys after the ice storm and subsequent week of -30 weather.	1,4,5,6
Clean Islands and Roundabouts	We clean sand and debris from the islands and crosswalks prior to street sweeping season beginning.	21,22
Pump Alleys	We pumped two alleys that were inundated with water during the fast melt. Camp/Elizabeth and 7th Street/8th Street.	15
Training	Alice Training TAPCO Traffic Signal Training CVMIC - Mentoring	5 20 28
Storm Sewer Repair	We repaired a couple stormsewer sinkholes that appeared after the rapid snow melt. Lynn/Walnut and Quarry Street	18,19
Parks Department/ Forestry	We assisted the Parks Department with tree removals and the Forestry Department with tree trimming.	4,5,6,7,8,11,12,13, 14,15,18,19,20,21, 22,25,26,27,28,29
Fire Dept.	We assisted the Fire Department with a doorway project.	4,5,6,7,11,12,20, 22,25,26
Airport	We converted the offices and hangar to LED lighting for energy efficiency.	18,19,20,21,25,26
CDA	We assist CDA periodically with item disposal or facility repairs.	27



### City of Baraboo Department of Public Works Activity Report



### April 2019

TASK	DESCRIPTION	DATE
Curbside Trash Service	We provide curbside trash pickup to the residents weekly.	Daily
Curbside Recycling Service	We provide curbside recycling pickup to the residents every other week.	Bi-weekly
Signs and Lights	We perform maintenance/repairs on signage, traffic lights, and street lights. We also provide signage and detours on work performed in house.	Daily
Street Sweeping	We have been utilizing two street sweepers (soon to be three) to get streets cleaned up in preparation for summer road maintenance.	1,2,3,4,5,8,9,10, 11,12,15,16,17,18
Vehicle Repair and Maint.	We perform repairs and routine maintenance on our equipment and assist other departments as needed.	Daily
Facility or Equipment Cleaning	We clean our equipment and facility as time permits.	8,9,10,11,12,15,16
Patching	We patch streets, alleyways, and parking lots as needed and when weather permits.	4,5,8,9,10,11,12,18
Leaf Vac	We remove leaves that residents place curbside for pickup. "Spring Leaf Clean-Up" is scheduled from 4/29 - 5/31	8,9,10,15,16
Training	Vac-Truck training CVMIC Training (Coaching and Annual (PPE, Slips/Trips, Trenching, Hearing) SWAPS (Mechanics Group)	10,11 18,19 18
Chip Brush	We chip brush that residents place curbside for pickup. "BRUSH WEEK" is the last full week of the month between April and October.	11,22,23,24,25,26
Storm Sewer Repair	We repair and maintain stormwater catch basins and manholes annually. We also perform "emergency" repairs when necessary.	1,2,3,4,5,8,9,10,11,1 5,16,17,18,22,23, 24,25,26
Parks Department/ Forestry	We assisted the Parks Department with tree removals and stump removals, and the Forestry Department with tree trimming.	1,2,3,4,5,15,16,18, 22,23,24,25,26
Airport	We converted the offices and hangar to LED lighting for energy efficiency.	4,5

## Salt/ Sand/ Brine Usage 2018-2019 Season

## MATERIALS ONLY COSTS

	444.14	112,678.80 \$	8,558.10 \$	Season Cost \$ 8,558.10 \$ 112,678.80 \$
\$ 0.04 total cost per gallon of brine	0.04	93.20 \$	6.66 \$	Unit Cost \$
\$ 19.15 total cost of water used	11,400	1,209	1,285	
\$ 1.68 per 1000 gallons of water	0	15	0	March-19
\$ 424.99 total cost of salt used for brine	2,100	525	575	February-19
\$ 93.20 per ton of salt	3,600	364	260	January-19
4.56 total tons of salt used	2,100	198	250	December-18
2500 gallons made per ton of salt	3,600	107	200	November-18
11,400 gallons distributed 2018/2019 Season	0	0	0	October-18
Brine Formula	Brine (Gallons)	Salt (Tons) Br	Sand (Yards)	Sa

### RECYCLING NEWS BULLETIN



### Volume IV: August 2018

In our last edition, we talked about how commodity markets plummeted due to the global over-supply of recyclables and simultaneously reduced demand, driven by China's restrictive import policies. China's 0.5% contamination limit elevated quality expectations for all buyers across the globe on how important it is to reduce contamination. This edition will focus on one of the biggest culprits of contamination - plastic bags.

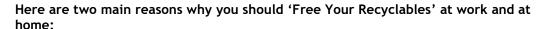
### Think Outside the Plastic Bag

Plastic bags and bagged recyclables are NOT recyclable in curbside and business recycling containers! Waste Management is pleased to announce a new campaign, complete with tools and resources to provide solutions and help customers 'Think Outside the Plastic Bag' and 'Free Your Recyclables'.

### Free Your Recyclables! Empty Them Loose Into Your Recycling Container

Did you know that when you bag your recyclables, all your good recycling work could be going to waste? Plastic bags wreak havoc on processing equipment and pose safety hazards to workers, so ditch them and empty your recyclables directly into your recycling container.

Recyclables should never be placed in plastic bags in your recycling carts. We have no way to know what is in them, so for safety reasons we treat all bagged material at our facilities as trash.



- Worker health and safety: Plastic bags pose a huge safety threat our employees
  at our facilities. They get wrapped around screens, clogging up the equipment
  and shutting down our processing system. Our staff stops working multiple times
  each day to carefully climb into machinery and cut plastic bags out of gears and
  screens.
- Materials must be clean and dry to be recycled: Plastic bags pick up dirt and
  moisture in your recycling cart and in the collection truck. By the time they get
  to the recycling facility even a bag that was clean to start with is too dirty and
  wet to be recycled. There is simply NO market for wet, dirty plastic film and
  bags, so they end up in the trash.



Visit <u>RORR.com</u> for tools on recycling right.







### **Take Action**

- Don't bag your recyclables! We need to help individuals change their behavior
  and place recyclable materials directly into containers no plastic bags! It's safer for workers and better for the
  environment.
- Visit <u>RecycleOftenRecycleRight.com</u> to download free tools and learn more about recycling right, including the 'Free Your Recyclables' and 'Think Outside the Plastic Bag' campaign materials (*coming soon*).
- Reduce and reuse: Avoid plastic bags all together by taking reusable bags with you the next time you go shopping. Save leftover plastic bags to use as trash liners (never recycling) around your home.
- Take back recycling options: Clean and dry plastic bags can be recycled at many local retailers. The bags that are collected in these programs are kept separate so they stay clean and dry. They are made into large bales and shipped to end markets to manufacture into durable items such as plastic lumber. Visit plasticfilmrecycling.org to find a take back location near you.
- Become a Recycling Ambassador. Share good recycling practices from Waste Management's education and outreach program, Recycle Often. Recycle Right.® Download educational materials that help residents and businesses reduce and eliminate contamination.
- Collaborate! Join us in the battle against recycling contamination. It takes all of us working together to educate consumers to the new realities of recycling.







### Always recycle:

## Recicle siempre:



Plastic Bottles & Containers Food & Beverage Cans Botellas y envases de plástico



Latas de alimentos y bebidas



Paper Papel



Flattened Cardboard & Paperboard Cartón y cartulina aplastados

NO incluya en su contenedor de reciclaje mixto:



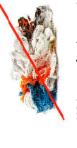
**Glass Bottles & Containers** Botellas y envases de vidrio

## Do not include in your recycling:



NO Foam Cups & Containers **NO** vasos y recipientes de poliestireno

NO Food or Liquids NO comida o líquidos



NO Loose Plastic Bags & Film NO bolsas y envolturas de plástico sueltas



NO desechos verdes NO Green Waste

NO Bagged Recyclables **NO** hay materiales reciclables embolsados



NO Clothing, Furniture & Carpet

NO ropa, muebles y alfombras

## To Learn More Visit:

Para más información, visite:

## RecycleOftenRecycleRight.com

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#recycle101



### **BARABOO FIRE DEPARTMENT**

**Date:** April 24, 2019

**To:** Public Safety Committee Members

**CC:** Mayor Palm and City Administrator Geick

**From:** Kevin G. Stieve, Fire Chief

**RE:** April 29, 2019 Public Safety Committee Background Information

### **Review and Approve Auto Aid Agreement**

At the last meeting, I reported that Baraboo Fire Department would have responded on auto aid to Delton Fire Department 25 times over a five-year period. At an average of five responses per year over that period and an average of eight to ten personnel responding, the wages would be approximately \$300 per occurrence. That is an average of approximately \$1,500 per year for Auto Aid with Delton Fire Department.

Over that five-year period, we would have had Delton Fire Department respond on auto aid over 10 times per year.

On March 15, 2019, we had a structure fire on Terrytown Road. There were 11 initial responders for that fire. I have attached the report from I am Responding for that incident. In our Standards of Response Coverage, we have identified we require 25 personnel for a rural structure fire.

I have attached a reviewed Auto Aid Agreement with Delton Fire Department. I would request permission to enter into the attached agreement with Delton Fire Department with the provision of review after one year.

This is a recommendation from the Fire Department Operations Study.

### **Assistant Fire Chief – Training Position**

The position was advertised a second time. Sixteen people applied for the position. Four interviewed on April 18 and of that four, two will have a second interview on April 30.

### **Fire Department Personnel**

We had one resignation from the department effective May 1. Time constraints are the reason for the resignation. With that pending resignation, we will have a total of 37 personnel with one being on military leave.

Three personnel completed a Hybrid, on-line Fire Officer I Certification Class. They successfully completed written state exam in April with the state practical exam in May.

Three personnel completed a Fire Officer II Class held in Madison. They too, successfully passed their written state exam in April and will take their state practical exam in May.

Three personnel are in the process of completing the Fire Inspector I Class in Fitchburg. They will complete state written and practical exams in May.

### **Building Inspector/Fire Inspector/Paid-per-Call Firefighter Position**

This advertisement for this position will begin soon with potential hiring in early summer.

### **Fire Department Operations Study**

At a future meeting, I will present a spreadsheet on progress on the recommendations from this study.

As always, please call or e-mail with questions.



### BARABOO FIRE DEPARTMENT

9:08:54 Friday, March 15, 2019

HOME PRINT THIS PAGE

ON DUTY	POSITION	ON DUTY FOR	ON DUTY AT	SIGNATURES
Jeff Beckwith	CAsst. Chief	0.0.T.	Work	_
Jeff Beckwith	CAsst. Chief	O.O.T.	Unavai <b>l.</b>	
Tim Luger	DCaptain	Unavai <b>l.</b>	Unavai <b>l.</b>	
Karl Denker	Operator	Unavai <b>l.</b>	Work	
Mark Steward	ELieutenant	Unavai <b>l.</b>	Unavai <b>l.</b>	
Mark Steward	ELieutenant	0.0.T.	Work	
Ian Crammond	Operator	Unavai <b>l.</b>	Work	_
Margaret Fichter	Interior FF	Unavai <b>l.</b>	Work	
Cody Carlson	Interior FF	Unavai <b>l.</b>	Work	<del>-</del>
Aaron Diers	Interior FF	O.O.T.	Work	_
Logan LaMasney	Interior FF	Unavai <b>l.</b>	Work	
Robert Liege <b>l</b>	Operator	Unavai <b>l.</b>	Work	
Joshua Staniszewski	Probationary Firefighter	Unavai <b>l.</b>	Work	

NOW RESPONDING	POSITION	RESPONDING TO	CALLED AT	ETA BEFORE	SIGNATURES
Steve Pointon	BDeputy Chief	Station	07:17	07:22	_
Kevin Stieve	AChief	Scene	07:18	07:23	
Jake Thompson	Interior FF	Station	07:18	07:23	
Josh Hecht	ELt./Paramedic	Delayed 10	07:19	07:24	
Andy Yngsda <b>l</b>	Interior FF	Station	07:19	07:24	
Sean Collins	Interior FF	Station	07:20	07:25	
Jordan LaMasney	Interior FF/EMT-P	Station	07:21	07:26	
Megan Krautkramer	Probationary Firefighter	Station	07:21	07:26	
David Kitkowski	Interior FF	Station	07:21	07:26	_
Tom Clark	DCaptain	Station	07:22	07:27	
John Rago	Operator/EMT-P	De <b>l</b> ayed 10	07:22	07:27	
Nathan Thompson	Interior FF	Station	07:22	07:27	
Karl Denker	Operator	De <b>l</b> ayed 15+	07:24	07:36	
Joshua Staniszewski	Probationary Firefighter	Station	07:25	07:30	
Sienna Barron	Probie FF/EMT-P	Delayed 10	07:28	07:33	

1 of 1 3/15/2019 9:09 AM